



King County

Department of
Natural Resources and Parks
Solid Waste Division

King County Green Schools Program

Organize a School Supply Swap Day

Do your students have material that is no longer useful to them but could be used by students next year? Do you have materials that would benefit another teacher? To keep your school in its zero waste mindset, organize a school supply swap day.

Does your school have a Green Team or environmental club? If so, perhaps they would like to organize this supply swap as an end-of-the-year project. Have them follow these **five easy steps** to keep old school materials out of the landfill and in the loop!

1. Share ideas for a swap day at a staff meeting to generate excitement -- and to set a date and time that works for most teachers.
2. Consider setting a school supply swap day to follow a locker or cubby cleanout. (See Locker Clean check list.) While students clean out their supplies, teachers can organize their materials. Then you will have boxes ready to go for the swap.
3. Think about the best place to organize materials. Does it make sense to have everything brought to the gym so that students and teachers can look through materials when they have time? Would it be easier to have a swap with the teachers in your hallway or pod?
4. Determine who should participate and how it should be arranged. Can a specific time be set aside for each grade level to look through materials? Should students be involved in the swap or just teachers?
5. Identify a teacher, staff member or parent who is willing to take leftover materials to a donation center. Consider waiting until both the locker cleanout and swap day are complete before leftover materials are donated.

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